



DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

_____ REFERRED FOR ACTION
 _____ ANSWER FOR MY SIGNATURE
 _____ FOR FILE
 _____ FOR YOUR INFORMATION
 _____ FOR SIGNATURE
 _____ RETURN TO ME
 _____ PLEASE SEE ME
 _____ PLEASE TELEPHONE ME
 _____ FOR APPROVAL
 _____ PLEASE ADVISE ME

BY _____ DATE _____
 BY _____ DATE _____
 BY _____ DATE _____

PROJECT NUMBER
 HIGHWAY
 ROUTE
 PARISH

MEMORANDUM

TO: MR. SALVADOR F. FALDETTA
 DOTD FINANCIAL SERVICES ADMINISTRATOR

FROM:

DATE:

RE: PERFORMANCE GUARANTY RELEASE
 PARCEL NO(S).
 (PART) () (Contract Number if Demolition, Letting Date if
 Sale)
 (Demolition or Sale of Building, Equipment, etc.)
 (Letting Date, if demolition)

Please be advised that (Name and address) of Contractor or Purchaser (has/have) satisfied the terms of the captioned (Demolition Contract, or Act of Sale).

The Performance Guaranty was in the form of a (Bank Money Order, Cashier's Check, etc.) issued by (Name), (Date), (number, etc.).

Please return the \$ Performance Guaranty, as per attached Standard State Invoice.

Attachment

Cc:

RECOMMENDED FOR APPROVAL	DATE
RECOMMENDED FOR APPROVAL	DATE
RECOMMENDED FOR APPROVAL	DATE
APPROVED	DATE

